

Safety Attribute Inspection (SAI) Data Collection Tool

3.1.5 Carry–On Baggage Program (OP)

ELEMENT SUMMARY INFORMATION

Purpose of This Element (Certificate Holder's responsibility):

- To control the carriage and stowage of Carry–On Baggage and cargo in the passenger compartment.

Objective (FAA oversight responsibility):

- To determine if the Certificate Holder's Carry–On Baggage Program meets all applicable requirements of the Federal Aviation Regulations and FAA policies.
- To determine if the Certificate Holder's Carry–On Baggage Program incorporates the System Safety Attributes.
- To identify any shortfalls in the Certificate Holder's Carry–On Baggage Program.

SUPPLEMENTAL INFORMATION

Specific Regulatory Requirement(s) (SRRs):

- SRRs:
 - 119.43(b)
 - 119.43(b)(1)
 - 119.43(b)(2)
 - 119.43(c)
 - 121.135(a)(1)
 - 121.135(b)(1)
 - 121.135(b)(2)
 - 121.135(b)(3)
 - 121.285(a)
 - 121.285(c)(1)
 - 121.285(c)(2)
 - 121.285(c)(3)
 - 121.285(c)(4)
 - 121.285(c)(5)
 - 121.285(d)(1)
 - 121.285(d)(2)
 - 121.285(d)(3)
 - 121.285(d)(4)
 - 121.285(d)(5)
 - 121.285(d)(6)

121.285(d)(7)
121.589(a)
121.589(b)
121.589(c)
121.589(c)(1)
121.589(c)(2)
121.589(c)(3)
121.589(d)
121.589(f)
121.589(g)(1)
121.589(g)(2)
121.589(g)(3)
121.589(g)(4)
A011 Approved Carry-On Baggage Program

Related CFR(s) & FAA Policy/Guidance:

- Related CFRs:
121.433(a)
175.75(a)(1)
175.85(a)
25.1557(a)
- FAA Policy/Guidance:
FAA Order 8300.10, Volume 2, Chapter 74
FAA Order 8300.10, Volume 3, Chapter 4
FAA Order 8300.10, Volume 3, Chapter 5
FAA Notice 8300.112
FAA Order 8400.10, Volume 3, Chapter 1
FAA Order 8400.10, Volume 3, Chapter 15
FAA Order 8400.10, CHG t-0101 3-1084 Vol 3

HBAT 01-01A
HBAT 98-26 E
HBAT 98-28
ACOB 1-94-05
ACOB 1-94-10
ACOB 1-94-11
AC 25-18 6.e.(1)
AC 120-27C
AC 121-24B
AC 121-29B
Preamble 121-84
107th Congress of the United States of America, Title 1, Aviation Security,
S-1447-34, Section 122

SAI SECTION 1 – PROCEDURES ATTRIBUTE

Objective: Procedures, instructions and information contained in Certificate Holder's manual are documented methods for accomplishing a process. Policies contained in the Certificate Holder's manual should establish the Certificate Holder's compliance posture. Policies may not be stand-alone statements but may be imbedded within procedures, instructions or information regarding a particular regulatory requirement. The questions in this section of the data collection tool are designed to assist the inspector in determining if the Certificate Holder's manual has documented or prescribed methods of accomplishing the process requirements that provide answers to the associated who, what, when, where and how type questions. This section of the data collection tool contains policy questions, procedural questions and instructional or informational questions pertaining to various types of Certificate Holder requirements such as actions, prohibitions or resources (i.e., personnel, facilities, equipment, technical data, etc.).

Tasks

To meet this objective, the inspector must accomplish the following tasks:

- 1 Review the information listed in the Supplemental Information section of this data collection tool.
- 2 Review the duties and responsibilities for management and other personnel identified by the Certificate Holder who accomplish the Carry-On Baggage Program.
- 3 Review the Certificate Holder's manual to ensure that it contains policies, procedures, instructions and information necessary for the Carry-On Baggage Program.

Questions

To meet this objective, the inspector must answer the following questions:

1. Does the Certificate Holder's manual content meet the specific regulatory and FAA policy requirements for a Carry-On Baggage program:

- 1.1 Does the Certificate Holder's manual contain general policies for the Carry-On Baggage program that comply with the specific regulatory requirements?
SRRs: 121.135(b)(1); 121.285(a); 121.589(a); 121.589(b); 121.589(c)

☐ Yes
☐ No, Explain

Related Design JTIs:

- Check that the certificate holder's manual contains a policy that the certificate holder will not allow the boarding of carry-on baggage unless each passenger's baggage has been scanned to control the size and amount carried on board in accordance with an approved carry-on baggage program in its operations specifications.
Sources: 121.135(b)(1); 121.589(a)
Interfaces: 2.1.2-aw; 2.1.2-op; 3.1.2-op; 3.1.3-op; 4.2.4-op; 4.2.6-op
- Check that the certificate holder's manual contains a policy that the certificate holder will not allow an airplane to take off or land unless each article of baggage is stowed: (1) In a suitable closet or baggage or cargo stowage compartment placarded for its maximum weight and providing proper restraint for all baggage or cargo stowed within, and in a manner that does not hinder the possible use of any emergency equipment; or (2) as provided in Sec.121.285(c) and (d); or, (3) under a passenger seat.
Sources: 121.135(b)(1); 121.589(c)(1); 121.589(c)(2); 121.589(c)(3)

<p><i>Interfaces:</i> 2.1.2–aw; 2.1.2–op; 3.1.2–op; 3.1.3–op; 4.2.4–op</p> <ul style="list-style-type: none"> • Check that the certificate holder's manual contains a policy that the certificate holder will not allow all passenger entry doors of an airplane to be closed in preparation for taxi and pushback unless at least one required crewmember has verified that each article of baggage is stowed in accordance with 14 CFR 121.589 and 121.285 (c) and 121.285(d). <p><i>Sources:</i> 121.589(b); 121.135(b)(1)</p> <p><i>Interfaces:</i> 2.1.2–op; 3.1.1–op; 3.1.2–op; 3.1.3–op; 4.2.4–op</p>	
<p>1.2 Does the Certificate Holder's manual cite the regulatory requirements listed in the Supplemental Information section of this SAI? SRRs: 121.135(b)(3)</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
<p>1.3 Does the Certificate Holder's manual contain the duties and responsibilities for personnel who will accomplish the Carry–On Baggage program? SRRs: 121.135(b)(2)</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
<p>1.4 Does the Certificate Holder's manual include instructions and information for personnel to meet the requirements of the Carry–On Baggage program? SRRs: 121.135(a)(1)</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
<p>1.5 Does the Certificate Holder's manual include instructions and information to prevent the boarding of carry–on baggage unless it has been scanned for size and amount in accordance with the approved carry–on baggage program in the Certificate Holder's operations specifications? SRRs: 121.135(a)(1); 121.589(a); A011 Approved Carry–On Baggage Program</p> <p><i>Related Design JTIs:</i></p> <ul style="list-style-type: none"> • Check that the certificate holder's manual contains instructions and information for personnel to not allow the boarding of carry–on baggage unless each passenger's baggage has been scanned to control the size and amount carried on board in accordance with an approved carry–on baggage program in its operations specifications. <p><i>Sources:</i> 121.135(a)(1); 121.589(a)</p> <p><i>Interfaces:</i> 2.1.2–aw; 2.1.2–op; 3.1.2–op; 3.1.3–op; 4.2.4–op; 4.2.6–op</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
<p>1.6 Does the Certificate Holder's manual include instructions and information to prohibit any passenger from boarding if his carry–on baggage exceeds the allowance prescribed in the carry–on baggage program in the Certificate Holder's operations specifications? SRRs: 121.135(a)(1); 121.589(a); A011 Approved Carry–On Baggage Program</p> <p><i>Related Design JTIs:</i></p> <ul style="list-style-type: none"> • Check that the certificate holder's manual system has instructions and information to its personnel to not allow a passenger to board an airplane if his/her carry–on baggage exceeds the baggage allowance size prescribed in the carry–on baggage program in its operations specifications. 	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain

<p><i>Sources:</i> 121.135(a)(1); 121.589(a) <i>Interfaces:</i> 2.1.2-aw; 2.1.2-op; 3.1.2-op; 4.2.4-op; 4.2.6-op</p> <ul style="list-style-type: none"> • Check that the certificate holder's manual system contains instructions and information to personnel to not allow a passenger to board the airplane if his/her carry-on baggage exceeds the baggage allowance prescribed in the carry-on baggage program in its operations specifications. <p><i>Sources:</i> 121.135(a)(1); 121.589(a) <i>Interfaces:</i> 2.1.2-aw; 2.1.2-op; 3.1.2-op; 3.1.3-op; 4.2.4-op; 4.2.6-op</p>	
<p>1.7 Does the Certificate Holder's manual include instructions and information to prohibit all passenger entry doors from being closed in preparation for taxi or pushback unless at least one required crewmember has verified that each article of baggage is stowed in accordance with 14 CFR 121.589 and 121.285(c) and (d)? SRRs: 121.135(a)(1); 121.589(b)</p> <p><i>Related Design JTIs:</i></p> <ul style="list-style-type: none"> • Check that the certificate holder's manual contains instructions and information for personnel concerned to not allow all passenger entry doors of an airplane to be closed in preparation for taxi or pushback unless at least one required crewmember has verified that each article of baggage is stowed in accordance with 14 CFR 121.589 and 14 CFR 121.285(c) and 121.285(d). <p><i>Sources:</i> 121.589(b); 121.135(a)(1) <i>Interfaces:</i> 2.1.2-aw; 2.1.2-op; 3.1.1-op; 3.1.2-op; 3.1.3-op; 4.2.4-op</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No, Explain</p>
<p>1.8 Does the Certificate Holder's manual include instructions and information to prohibit an airplane from taking off or landing unless each article of baggage is stowed in accordance with 14 CFR 121.589(c)(1-3)? SRRs: 121.135(a)(1); 121.589(c)(1); 121.589(c)(2); 121.589(c)(3)</p> <p><i>Related Design JTIs:</i></p> <ul style="list-style-type: none"> • Check that the certificate holder's manual system contains instructions and information to personnel to not allow an airplane to take off or land unless each article of baggage is stowed in a suitable closet or baggage or cargo stowage compartment placarded for its maximum weight and providing proper restraint for all baggage or cargo stowed within. <p><i>Sources:</i> 121.135(a)(1); 121.589(c)(1) <i>Interfaces:</i> 2.1.2-aw; 2.1.2-op; 3.1.2-op; 3.1.3-op; 4.2.4-op</p> <ul style="list-style-type: none"> • Check that the certificate holder's manual system contains instructions and information to personnel to not allow an airplane to take off or land unless each article of baggage is stowed in a suitable closet or baggage compartment in a manner that does not hinder the possible use of any emergency equipment. <p><i>Sources:</i> 121.135(a)(1); 121.135(b)(11); 121.589(c)(1) <i>Interfaces:</i> 2.1.2-aw; 2.1.2-op; 3.1.2-op; 3.1.3-op; 4.2.4-op</p> <ul style="list-style-type: none"> • The certificate holder's manual system contains instructions and 	<p><input type="checkbox"/> Yes <input type="checkbox"/> No, Explain</p>

<p>information to personnel to not allow an airplane to take off or land unless each article of baggage is stowed in accordance with 14 CFR Part 121.285(c) and (d). <i>Sources:</i> 121.589(c)(2); 121.135(a)(1) <i>Interfaces:</i> 2.1.2–aw; 2.1.2–op; 3.1.2–op; 3.1.3–op; 4.2.4–op</p> <ul style="list-style-type: none"> • Check that the certificate holder's manual system contains instructions and information to personnel to not allow an airplane to take off or land unless each article of baggage is stowed under a passenger seat or meets stowage provisions of 121.589(c)(1) or 121.589(c)(2). <i>Sources:</i> 121.135(a)(1); 121.589(c)(3) <i>Interfaces:</i> 2.1.2–aw; 2.1.2–op; 3.1.2–op; 3.1.3–op; 4.2.4–op 	
<p>1.9 Does the Certificate Holder's manual include instructions and information to prohibit baggage, other than articles of loose clothing, from being placed in an overhead rack unless that rack is equipped with approved restraining devices or doors? SRRs: 121.135(a)(1); 121.589(d)</p> <p><i>Related Design JTIs:</i></p> <ul style="list-style-type: none"> • Check that the certificate holder's manual system contains instructions and information to personnel that baggage, other than articles of loose clothing, may not be placed in an overhead rack unless that rack is equipped with approved restraining devices or doors. <i>Sources:</i> 121.135(a)(1); 121.589(d) <i>Interfaces:</i> 2.1.2–aw; 2.1.2–op; 3.1.2–op; 3.1.3–op; 4.2.4–op 	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
<p>1.10 Does the Certificate Holder's manual include information that baggage may only be stowed under a seat fitted with means to prevent the baggage from sliding as identified in 14 CFR 121.589(f)? SRRs: 121.135(a)(1); 121.589(f)</p> <p><i>Related Design JTIs:</i></p> <ul style="list-style-type: none"> • Check that the certificate holder's manual system has instructions and information to personnel that each passenger seat under which baggage is allowed to be stowed shall be fitted with a means to prevent articles of baggage stowed under it from sliding forward. In addition, each aisle seat shall be fitted with a means to prevent articles of baggage stowed under it from sliding sideward into the aisle under crash impacts severe enough to induce the ultimate inertia forces specified in the emergency landing condition regulations under which the airplane was type certificated. <i>Sources:</i> 121.135(a)(1); 121.589(f) <i>Interfaces:</i> 1.1.1–aw; 1.3.5–aw; 2.1.2–aw; 2.1.2–op; 3.1.2–op; 3.1.3–op; 4.2.4–op 	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
<p>1.11 Does the Certificate Holder's manual include instructions and information to allow flexible travel canes carried by blind individuals to be stowed in accordance with 14 CFR 121.589(g)(1–4)? SRRs: 121.135(a)(1); 121.589(g)(1); 121.589(g)(2); 121.589(g)(3); 121.589(g)(4)</p> <p><i>Related Design JTIs:</i></p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain

<ul style="list-style-type: none"> • Check that the certificate holder's manual system contains instructions and information to personnel to allow stowage of flexible travel canes carried by blind individuals (1) under any series of connected passenger seats in the same row, if the cane does not protrude into an aisle and if the cane is flat on the floor; or (2) between a non-emergency exit window seat and the fuselage, if the cane is flat on the floor; or (3) beneath any two non-emergency exit window seats, if the cane is flat on the floor; or (4) in accordance with any other method approved by the Administrator. <i>Sources:</i> 121.589(g)(1); 121.589(g)(2); 121.589(g)(3); 121.589(g)(4) <i>Interfaces:</i> 2.1.2-aw; 2.1.2-op; 3.1.2-op; 3.1.3-op; 4.2.4-op 	
<p>1.12 Does the Certificate Holder's manual include instructions and information to allow cargo to be carried aft of a bulkhead or divider in any passenger compartment in accordance with 14 CFR 121.285(c)(1-5)? <i>SRRs:</i> 121.135(a)(1); 121.285(c)(1); 121.285(c)(2); 121.285(c)(3); 121.285(c)(4); 121.285(c)(5)</p> <p><i>Related Design JTIs:</i></p> <ul style="list-style-type: none"> • Check that the certificate holder's manual system contains instructions and information to personnel to allow cargo to be carried aft of a bulkhead or divider in any passenger compartment provided the cargo is restrained to the load factors in Sec. 25.561(b)(3) and it is properly secured by a safety belt or other tie-down having enough strength to eliminate the possibility of shifting under all normally anticipated flight and ground conditions. <i>Sources:</i> 121.135(a)(1); 121.285(c)(1) <i>Interfaces:</i> 1.1.1-aw; 1.3.7-aw; 2.1.2-aw; 2.1.2-op; 3.1.2-op; 3.1.3-op; 3.1.8-op; 4.2.6-op • Check that the certificate holder's manual system contains instructions and information to personnel to allow cargo to be carried aft a bulkhead or divider in any passenger compartment provided the cargo is restrained to the load factors in Sec. 25.561(b)(3) and is packaged or covered in a manner to avoid possible injury to passengers and passenger compartment occupants. <i>Sources:</i> 121.135(a)(1); 121.285(c)(2) <i>Interfaces:</i> 2.1.2-aw; 2.1.2-op; 3.1.2-op; 3.1.3-op; 4.2.4-op • Check that the certificate holder's manual system has instructions and information to personnel to allow cargo carried aft of a bulkhead or divider, in any passenger compartment, provided the cargo is restrained to the load factors and is loaded so it does not impose any load on seats or the floor structure that exceeds the load limitation for those components. <i>Sources:</i> 121.135(a)(1); 121.285(c)(3) <i>Interfaces:</i> 1.1.1-aw; 1.3.1-aw; 1.3.7-aw; 2.1.2-aw; 2.1.2-op; 3.1.2-op; 3.1.3-op; 4.2.4-op • Check that the certificate holder's manual system has instructions and information to personnel to allow cargo to be carried aft of a bulkhead or divider in any passenger compartment, provided the cargo is restrained to the load factors, and is loaded so its location does not restrict access to or use of any required emergency or regular exit, or 	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable

<p>the aisle in the passenger compartment.</p> <p><i>Sources:</i> 121.135(a)(1); 121.285(c)(4)</p> <p><i>Interfaces:</i> 2.1.2–aw; 2.1.2–op; 3.1.2–op; 3.1.6–op; 4.2.4–op</p> <ul style="list-style-type: none"> • Check that the certificate holder's manual system has instructions and information to personnel to allow cargo to be carried aft of a bulkhead or divider, in any passenger compartment, provided the cargo is restrained to the load factors, and is loaded so its location does not obscure any passenger's view of the "seat belt" sign, "no smoking" sign, or required exit sign, unless an auxiliary sign or other approved means for proper notification of the passenger is provided. <p><i>Sources:</i> 121.135(a)(1); 121.285(c)(5)</p> <p><i>Interfaces:</i> 2.1.2–aw; 2.1.2–op; 3.1.2–op; 3.1.8–op; 4.2.4–op</p>	
<p>1.13 Does the Certificate Holder's manual contain instructions and information to allow cargo, including carry-on baggage, to be carried anywhere in the passenger compartment in accordance with 14 CFR 121.285(d)(1–7)?</p> <p>SRRs: 121.135(a)(1); 121.285(d)(1); 121.285(d)(2); 121.285(d)(3); 121.285(d)(4); 121.285(d)(5); 121.285(d)(6); 121.285(d)(7)</p> <p><i>Related Design JTIs:</i></p> <ul style="list-style-type: none"> • Check that the certificate holder's manual system has instructions and information to personnel to allow cargo, including carry-on baggage, to be carried anywhere in the passenger compartment of a non-transport category airplane, type certificated after December 31, 1964, if it is carried in an approved cargo rack, bin, or compartment installed in or on the airplane. It may also be carried if it is secured by an approved means, or if it is carried in accordance with each of the following: For cargo, it is properly secured by a safety belt or other tie-down, having enough strength to eliminate the possibility of shifting under all normally anticipated flight and ground conditions, or for carry-on baggage, it is restrained so as to prevent its movement during air turbulence. <p><i>Sources:</i> 121.135(a)(1); 121.285(d)(1)</p> <p><i>Interfaces:</i> 2.1.2–aw; 2.1.2–op; 3.1.2–op; 3.1.8–op; 4.2.4–op</p> <ul style="list-style-type: none"> • Check that the certificate holder's manual system has instructions and information to personnel to allow cargo, including carry-on baggage, to be carried anywhere in the passenger compartment of a non-transport category airplane, type certificated after December 31, 1964, if it is carried in an approved cargo rack, bin, or compartment installed in or on the airplane, if it is secured by an approved means, or if it is carried and is packaged or covered to avoid possible injury to occupants. <p><i>Sources:</i> 121.135(a)(1); 121.285(d)(2)</p> <p><i>Interfaces:</i> 2.1.2–aw; 2.1.2–op; 3.1.2–op; 3.1.8–op; 4.2.4–op</p> <ul style="list-style-type: none"> • Check that the certificate holder's manual system has instructions and information to personnel to allow cargo, including carry-on baggage, to be carried anywhere in the passenger compartment of a non-transport category airplane, type certificated after December 31, 1964, if it is carried in an approved cargo rack, bin, or compartment installed in or on the airplane, if it is secured by an approved means, and does not impose any load on seats or in the floor structure that exceeds the load 	<p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No, Explain</p> <p><input type="checkbox"/> Not Applicable</p>

limitation for those components.

Sources: 121.135(a)(1); 121.285(d)(3)

Interfaces: 2.1.2–aw; 2.1.2–op; 3.1.2–op; 3.1.8–op; 4.2.4–op

- Check that the certificate holder's manual system has instructions and information to personnel to allow cargo, including carry-on baggage, to be carried anywhere in the passenger compartment of a non-transport category airplane, type certificated after December 31, 1964, if it is carried in an approved cargo rack, bin, or compartment installed in or on the airplane, if it is secured by an approved means, and is not located in a position that obstructs the access to, or use of, any required emergency or regular exit, or the use of the aisle between the crew and the passenger compartment.

Sources: 121.135(a)(1); 121.285(d)(4)

Interfaces: 1.3.1–aw; 2.1.2–aw; 2.1.2–op; 3.1.8–op

- Check that the certificate holder's manual system has instructions and information to personnel to allow cargo, including carry-on baggage, to be carried anywhere in the passenger compartment of a non-transport category airplane, type certificated after December 31, 1964, if it is carried in an approved cargo rack, bin, or compartment installed in or on the airplane, if it is secured by an approved means and located in a position that does not obscure any passenger's view of the "seat belt" sign, "no smoking" sign or placard, or any required exit sign, unless an auxiliary sign or other approved means for proper notification of the passengers is provided.

Sources: 121.135(a)(1); 121.285(d)(4)

Interfaces: 1.3.1–aw; 2.1.2–aw; 2.1.2–op; 3.1.8–op

- Check that the certificate holder's manual system has instructions and information to personnel to allow cargo, including carry-on baggage, to be carried anywhere in the passenger compartment of a non-transport category airplane, type certificated after December 31, 1964, if it is carried in an approved cargo rack, bin, or compartment installed in or on the airplane, if it is secured by an approved means, and is not carried directly above seated occupants.

Sources: 121.135(a)(1); 121.285(d)(5)

Interfaces: 1.3.1–aw; 2.1.2–aw; 2.1.2–op; 3.1.8–op

- Check that the certificate holder's manual system has instructions and information to personnel to allow cargo, including carry-on baggage, to be carried anywhere in the passenger compartment of a non-transport category airplane, type certificated after December 31, 1964, if it is carried in an approved cargo rack, bin, or compartment installed in or on the airplane, if it is secured by an approved means and is stowed in compliance with this section for take-off and landing.

Sources: 121.135(a)(1); 121.285(d)(6)

Interfaces: 1.3.1–aw; 2.1.2–aw; 2.1.2–op; 3.1.8–op

- Check that the certificate holder's manual system has instructions and information to personnel that for cargo-only operations, cargo in passenger compartments must be loaded so that at least one emergency or regular exit is available to provide all occupants of the airplane a means of unobstructed exit from the airplane if an emergency occurs.

<p><i>Sources:</i> 121.135(a)(1); 121.285(d)(7) <i>Interfaces:</i> 1.3.1-aw; 2.1.2-aw; 2.1.2-op; 3.1.8-op</p>	
<p>1.14 Does the Certificate Holder's manual contain the required references to, or excerpts from, operations specification paragraph A011? SRRs: 119.43(b); A011 Approved Carry-On Baggage Program</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
<p>1.15 If the Certificate Holder's manual includes excerpts from its operations specifications, are the excerpts clearly identified as part of the operations specifications? SRRs: 119.43(b)(1)</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
<p>1.16 Does the Certificate Holder's manual require compliance with operations specifications paragraph A011? SRRs: 119.43(b)(2)</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
<p>1.17 Does the Certificate Holder's manual contain a method for keeping all persons engaged in its operations informed of the provisions of operations specifications paragraph A011? SRRs: 119.43(c)</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
<p>1.18 Does the Certificate Holder's Carry-On Baggage Program comply with the requirements of 107th Congress of the United States of America, Title 1, Aviation Security, S-1447-34, Section 122?</p> <p><i>Related Design JTIs:</i></p> <ul style="list-style-type: none"> • Check that the certificate holder's carry-on baggage program reflects the Federal Aviation Administration current restriction on carry-on baggage of 1 bag and 1 personal item. <i>Sources:</i> 107th, Congress of the United States of America, Title 1, Aviation Security, S-1447-34, Section 122, Sense of the Congress <i>Interfaces:</i> 2.1.2-aw; 2.1.2-op; 3.1.2-op; 3.1.3-op; 4.2.4-op; 4.2.6-op 	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
<p>1.19 Does the Certificate Holder's Carry-On Baggage Program comply with the related requirements of 14 CFR 25.1557? Related CFRs: 25.1557(a)</p> <p><i>Related Design JTIs:</i></p> <ul style="list-style-type: none"> • Check that the certificate holder's manual contains instructions and information for personnel, that there must be a placard for each baggage and cargo compartment, stating any limitations on contents, including weight. <i>Sources:</i> 121.135(a)(1); 25.1557(a) <i>Interfaces:</i> 1.1.1-aw; 1.3.1-aw; 2.1.2-aw; 2.1.2-op; 3.1.2-op; 3.1.3-op; 4.2.4-op • Check that the certificate holder's manual system contains instructions and information for its personnel that under-seat compartments designed for the storage of carry-on articles weighing not more than 20 pounds need not have a loading limitation placard. <i>Sources:</i> 121.135(a)(1); 25.1557(a) <i>Interfaces:</i> 1.1.1-aw; 1.3.1-aw; 2.1.2-aw; 2.1.2-op; 3.1.2-op; 3.1.3-op; 4.2.4-op 	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain

<p>1.20 Does the Certificate Holder's Carry-On Baggage Program comply with the related requirements of 14 CFR 121.433(a)? Related CFRs: 121.433(a)</p> <p><i>Related Design JTIs:</i></p> <ul style="list-style-type: none"> • Check that the certificate holder's manual has a policy that no person will perform any assigned duties and responsibilities for the handling or carriage of dangerous articles unless they have received training in the previous 12 months. <i>Sources:</i> 121.135(b)(1); 121.433(a) <i>Interfaces:</i> 1.3.7-aw; 2.1.2-aw; 3.1.12-op; 3.1.2-op; 3.1.3-op; 3.1.8-op; 4.2.6-op • Check that the certificate holder's manual system contains procedures and information to assist personnel to identify packages labeled as hazardous materials and if these materials are to be carried, stored, or handled procedures and instructions relating to the carriage, storage or handling of hazardous materials including the following: Procedures for the proper shipper certification required by 49 CFR Subchapter C, proper packaging, labeling, shipping documents, compatibility of materials, and instructions on the loading storage and handling. Notification procedures for reporting hazardous materials incident. Instructions and procedures for the notification of the pilot in command when there are hazardous material aboard. <i>Sources:</i> 121.135(b)(23)(i); 121.135(b)(23)(ii); 121.135(b)(23)(iii); 121.433(a) <i>Interfaces:</i> 1.3.7-aw; 2.1.2-aw; 2.1.2-op; 3.1.12-op; 3.1.2-op; 3.1.3-op; 3.1.8-op • Check that the certificate holder's manual has instructions and information regarding an approved training program that meets the requirements for the handling and carriage of dangerous articles and magnetized materials. <i>Sources:</i> 121.135(a)(1); 121.433(a); 121.433a(c); 121.433a(b) <i>Interfaces:</i> 1.3.7-aw; 2.1.2-aw; 2.1.2-op; 3.1.12-op; 3.1.2-op; 3.1.3-op; 3.1.8-op; 4.2.6-op 	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
<p>1.21 Does the Certificate Holder's Carry-On Baggage Program comply with the related requirements of 49 CFR 175.75? Related CFRs: 175.75(a)(1)</p> <p><i>Related Design JTIs:</i></p> <ul style="list-style-type: none"> • Check that the certificate holder's manual system contains instructions and information that except as provided in 49 CFR 175.85(c)(3) no person may carry on an aircraft a hazardous material, except as permitted by applicable subchapters in 49 CFR 175. <i>Sources:</i> 121.135(a)(1); 121.135(b)(23)(i); 175.75(a)(1) <i>Interfaces:</i> 1.3.7-aw; 2.1.2-aw; 2.1.2-op; 3.1.12-op; 3.1.3-op; 3.1.8-op; 4.2.6-op 	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
<p>1.22 Does the Certificate Holder's Carry-On Baggage Program comply with the related requirements of 49 CFR 175.85(a)? Related CFRs: 175.85(a)</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain

<p><i>Related Design JTIs:</i></p> <ul style="list-style-type: none"> • Check that the certificate holder's manual system contains instructions and information that, except as provided in 49 CFR 175.10, no person may carry a hazardous material subject to the requirements of this subchapter in the cabin of a passenger carrying aircraft or on the flight deck of any aircraft. Hazardous materials may be carried in a main deck cargo compartment of a passenger aircraft provided that the compartment is inaccessible to passengers and that it meets the certification requirements of a Class B aircraft cargo compartment in 14 CFR 25.857(b) or for a Class C aircraft cargo compartment in 14 CFR 25.857 (c). <p>Sources: 121.135(a)(1); 121.135(b)(23)(i); 175.85(a)</p> <p>Interfaces: 1.3.7-aw; 2.1.2-aw; 2.1.2-op; 3.1.12-op; 3.1.3-op; 3.1.8-op; 4.2.6-op</p>	
<p>1.23 Does the Certificate Holder's Carry-On Baggage Program comply with the guidance contained in FAA Advisory Circular 25-18?</p> <p><i>Related Design JTIs:</i></p> <ul style="list-style-type: none"> • Check that the certificate holder's manual system has instructions and information that in the case of a class A or B compartment, there must be sufficient accessibility to enable a crewmember to effectively reach any part of the compartment with the contents of a hand held extinguisher. "Effectively reach any part of the compartment " basically means that the crewmember should be able to get close enough to fight a fire anywhere in the compartment without having to move or crawl over cargo. <p>Sources: AC 25-18, Paragraph 6e(1)</p> <p>Interfaces: 2.1.2-aw; 2.1.2-op; 3.1.2-op; 3.1.3-op; 4.2.4-op</p>	<p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No, Explain</p> <p><input type="checkbox"/> Not Applicable</p>
<p>1.24 Does the Certificate Holder's Carry-On Baggage Program comply with the guidance contained in FAA Advisory Circular 120-27C?</p> <p><i>Related Design JTIs:</i></p> <ul style="list-style-type: none"> • Check that the certificate holder's carry-on baggage program in its manual system contains an accurate identification of what is carry-on baggage and what is checked baggage on aircraft with limited carry on baggage stowage areas. <p>Sources: AC 120-27C, Paragraph 10a</p> <p>Interfaces: 1.1.1-aw; 1.3.7-aw; 3.1.3-op; 4.2.6-op</p>	<p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No, Explain</p>
<p>1.25 Does the Certificate Holder's Carry-On Baggage Program comply with the guidance contained in FAA Advisory Circular 121-24B?</p> <p><i>Related Design JTIs:</i></p> <ul style="list-style-type: none"> • Check that the certificate holder includes in the passenger safety briefing a statement that FAA regulations require passenger compliance with the lighted passenger information signs, posted placards and instructions of crewmembers. <p>Sources: AC 121-24B, Appendix 1, paragraph 1a(1)</p> <p>Interfaces: 2.1.2-aw; 2.1.2-op; 3.1.2-op; 3.1.3-op; 4.2.4-op</p>	<p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No, Explain</p>

1.26 Does the Certificate Holder's Carry-On Baggage Program comply with the guidance contained in FAA Advisory Circular 121-29B?

☐ Yes

☐ No, Explain

Related Design JTIs:

- Check that the certificate holder's manual system describes in the carry-on baggage program how it will prevent passengers from bringing on board baggage that for any reason cannot be stowed properly. Specify which personnel are responsible for this part of the program. The program should include the following elements: The area of operation including terminal and scanning point facilities where employees will determine whether baggage should not be allowed on the aircraft.

Sources: AC 121-29B, Paragraph 4h(1), (2),(3) and (4)

Interfaces: 2.1.2-aw; 2.1.2-op; 3.1.2-op; 3.1.3-op; 4.2.4-op; 4.2.6-op

- Check that the certificate holder's manual provides training to appropriate ground personnel and to all crewmembers regarding its approved carry-on baggage program. The training should include at least limitations, baggage scanning, processing of carry-on baggage you cannot accommodate in the passenger cabin, proper stowing of carry-on baggage, cargo and unusual items in the cabin, crew coordination, applicable passenger information, types and limits of stowage provisions, verification that carry-on is stowed so it does not hinder emergency equipment and how to handle carry-on during an emergency.

Sources: AC 121-29B, Paragraph 4k

Interfaces: 2.1.2-aw; 2.1.2-op; 3.1.2-op; 3.1.3-op; 4.2.4-op; 4.2.6-op

- Check that the certificate holder's manual system contains procedures for personnel that passengers that may want to carry unusual or fragile items are responsible for ensuring that these items are securely packed to withstand normal handling.

Sources: AC 121-29B, Paragraph 4e(3)

Interfaces: 2.1.2-aw; 2.1.2-op; 3.1.2-op; 3.1.3-op; 4.2.4-op

- Check in the certificate holder's manual system that the carry on baggage program includes the duties of personnel responsible for the scanning of carry-on baggage.

Sources: AC 121-29B, Paragraph 4h(3)

Interfaces: 2.1.2-aw; 2.1.2-op; 3.1.2-op; 3.1.3-op; 4.2.4-op; 4.2.6-op

- Check that the certificate holder's manual system contains information that the carry-on baggage program should explain how carry-on baggage is stowed properly.

Sources: AC 121-29B, Paragraph 4d(1)

Interfaces: 1.3.7-aw; 2.1.2-aw; 2.1.2-op; 3.1.2-op; 3.1.3-op; 4.2.4-op; 4.2.6-op

- Check in the certificate holder's manual system that the number and size of items allowed to be brought on board is specified in the carry on baggage program.

Sources: AC 121-29B, Paragraph 4h(4)(b)

Interfaces: 2.1.2–aw; 2.1.2–op; 3.1.2–op; 3.1.3–op; 4.2.4–op; 4.2.6–op

- Check that the certificate holder's manual system has procedures to task a specific crewmember, such as the lead flight attendant, with verifying proper stowage of all carry-on baggage.

Sources: AC 121–29B, Paragraph 4e

Interfaces: 2.1.2–aw; 2.1.2–op; 3.1.2–op; 3.1.3–op; 4.2.4–op

- Check that the certificate holder's manual system contains instructions that proper stowage of carry-on baggage includes that items stowed in overhead bins fit securely, and flight attendants can close the bins without using force.

Sources: AC 121–29B, Paragraph d(2)

Interfaces: 1.3.7–aw; 2.1.2–aw; 2.1.2–op; 3.1.2–op; 3.1.3–op; 4.2.4–op; 4.2.6–op

- Check that the certificate holder's manual system contains instructions and information that proper stowage of carry-on baggage means it does not obstruct passenger movement to, from, or across the aisle.

Sources: AC 121–29B, Paragraph d(1)

Interfaces: 1.3.7–aw; 2.1.2–aw; 2.1.2–op; 3.1.2–op; 3.1.3–op; 4.2.4–op; 4.2.6–op

- Check that the certificate holder's manual system contains procedures how if the certificate holder cannot check, or stow an item in a manner that ensures the safety of the aircraft and its occupants, or the passenger believes that the item cannot be packed to withstand normal handling then the passenger will have to ship the item by some other means.

Sources: AC 212–29B, Paragraph 4e(3)

Interfaces: 2.1.2–aw; 2.1.2–op; 3.1.2–op; 3.1.3–op; 4.2.4–op; 4.2.6–op

- Check in the certificate holder's manual system that the carry-on baggage program does not compromise the FAA approved weight and balance program.

Sources: AC 121–29B, Paragraph 4c

Interfaces: 1.1.1–aw; 2.1.2–aw; 2.1.2–op; 3.1.2–op; 3.1.3–op; 4.2.4–op; 4.2.6–op

- Check that the certificate holder's manual system has procedures to ensure carry on baggage and cargo do not exceed the FAA–approved weight limitations or load limits for the specific place they are stowed, including the restraints used to secure them. Emphasize that flight attendants should not place items in overhead bins that exceed the bin weight limits and that they should be able to close the bins without using force. They should also make sure passengers do not overload the bins.

Sources: AC 121–29B, Paragraph 4e(1)

Interfaces: 2.1.2–aw; 2.1.2–op; 3.1.2–op; 3.1.3–op; 4.2.4–op

- Check that the certificate holder's manual system has instructions and information that the carry on baggage program should explain how you will stow canes or other assist devices.

Sources: AC 121–29B, Paragraph 4g

Interfaces: 2.1.2–aw; 2.1.2–op; 3.1.2–op; 3.1.3–op; 4.2.4–op

- Check that the certificate holder's manual system has procedures for informing passengers and travel agents about the specific carry-on requirements of the flight. Provide passengers with information about procedures for accommodation special baggage prior to the flight and about the types of material they should not carry in their luggage such as hazardous materials.
Sources: AC 121-29B, Paragraph 4i
Interfaces: 2.1.2-aw; 2.1.2-op; 3.1.2-op; 3.1.3-op; 4.2.4-op; 4.2.6-op
- Check in the certificate holder's manual system that the carry-on baggage program includes the total space of the available stowage areas available on the aircraft.
Sources: AC 121-29B, Paragraph 4h(4)(c)
Interfaces: 2.1.2-aw; 2.1.2-op; 3.1.2-op; 3.1.3-op; 4.2.4-op; 4.2.6-op
- Check that certificate holder's manual system contains information about the carry-on program in the appropriate parts of the crewmember's manuals.
Sources: AC 121-29B, Paragraph 4j
Interfaces: 2.1.2-aw; 2.1.2-op; 3.1.2-op; 3.1.3-op; 4.2.4-op; 4.2.6-op
- Check that the certificate holder's manual system contains instructions how proper stowage includes that there is little chance of baggage and other articles falling out of overhead bins when the bin doors are opened.
Sources: AC 121-29B, Paragraph d(3)
Interfaces: 1.3.7-aw; 2.1.2-aw; 2.1.2-op; 3.1.2-op; 3.1.3-op; 4.2.4-op; 4.2.6-op
- Check in the certificate holder's manual system that the carry-on baggage program includes how it will prevent passengers from bringing on board baggage that will exceed FAA approved weight limits of the stowage areas, cargo bins, and tie down areas.
Sources: AC 121-29B, Paragraph 4h(4)(a)
Interfaces: 2.1.2-aw; 2.1.2-op; 3.1.2-op; 3.1.3-op; 3.1.6-op; 4.2.4-op; 4.2.6-op
- Check that the certificate holder's manual system describes what they include in the term carry-on baggage. They should not include approved child restraint devices that are properly used during flight.
Sources: AC 121-29B, Paragraph 4a
Interfaces: 2.1.2-aw; 2.1.2-op; 3.1.2-op; 3.1.3-op; 4.2.4-op; 4.2.6-op
- Check that the certificate holder's manual system contains instructions with a list of specific items passengers can carry inside the cabin and stow outside the specified carry on baggage compartments. Specify where flight attendants can stow these items, and how they should restrain them to ensure they will not shift under emergency load conditions. Specify an approved weight limitation for each restraint or tie down area to ensure articles do not shift under specified load conditions.
Sources: AC 121-29B, Paragraph 4e(2)

<p><i>Interfaces:</i> 2.1.2-aw; 2.1.2-op; 3.1.2-op; 3.1.3-op; 4.2.4-op</p> <ul style="list-style-type: none"> • Check that the certificate holder's manual system defines "carry-on baggage" in the carry on baggage program. <i>Sources:</i> AC 121-29B, Paragraph 4a <i>Interfaces:</i> 2.1.2-aw; 2.1.2-op; 3.1.2-op; 3.1.3-op; 3.1.8-op; 4.2.4-op; 4.2.6-op • Check that the certificate holder's manual system describes in the carry-on baggage program the scanning facilities and locations including operations at facilities not normally used. <i>Sources:</i> AC 121-29B, Paragraph 4h(2) <i>Interfaces:</i> 2.1.2-aw; 2.1.2-op; 3.1.2-op; 3.1.3-op; 4.2.4-op; 4.2.6-op • Check that the certificate holder's manual system has procedures specifying how a crewmember will conduct a check of overhead bins and stowage areas, prior to door closure, that contain emergency equipment to ensure that no articles of carry-on baggage have been co-mingled with emergency equipment. <i>Sources:</i> AC 121-29B, Paragraph 4f <i>Interfaces:</i> 2.1.2-aw; 2.1.2-op; 3.1.2-op; 3.1.3-op; 4.2.4-op 	
<p>1.27 Does the Certificate Holder's Carry-On Baggage Program comply with the guidance contained in FAA Air Carrier Operations Bulletins?(ACOB's)</p> <p><i>Related Design JTIs:</i></p> <ul style="list-style-type: none"> • Check that the certificate holder's manual system includes procedures to ensure that the Principal Operations Inspector with coordination of AEG has approved the stowage of carry-on baggage against a bulkhead or divider. <i>Sources:</i> ACOB 1-94-10(e) <i>Interfaces:</i> 1.1.1-aw • Check that the certificate holder's manual contains procedures for stowage of cargo and baggage in passenger seats. <i>Sources:</i> ACOB 1-94-10(d) <i>Interfaces:</i> 1.1.1-aw; 1.3.7-aw; 2.1.2-aw; 2.1.2-op; 3.1.2-op; 3.1.3-op; 3.1.8-op; 4.2.6-op • Check that the certificate holder's manual system contains procedures for the stowage of cargo and baggage in passenger seats if included in the certificate holder's carry on baggage program. <i>Sources:</i> ACOB 1-94-10(d) <i>Interfaces:</i> 1.1.1-aw; 1.3.7-aw; 2.1.2-aw; 2.1.2-op; 3.1.2-op; 3.1.3-op; 3.1.8-op; 4.2.6-op • Check that the certificate holder's manual system contains instructions for personnel to close, latch or install each restraint device for each cargo compartment located in the aircraft cabin before all passenger doors are closed and before take-off and landing. <i>Sources:</i> ACOB 1-94-10 <i>Interfaces:</i> 2.1.2-aw; 2.1.2-op; 3.1.2-op; 3.1.3-op; 4.2.4-op; 4.2.6-op • Check that the certificate holder's manual system contains instructions and information to its personnel that operation of an airplane with 	<p><input type="checkbox"/> Yes <input type="checkbox"/> No, Explain</p>

carry-on baggage, cargo or trash stored in uncertified receptacles such as lavatories is contrary to FAR Sections 121.285 and 121.589 and contrary to the certification basis of the aircraft. If a receptacle in the cabin of the airplane including the lavatory is intended for the stowage of carry-on baggage, cargo or trash it must be shown to meet the applicable requirements of the aircraft certification basis. That would include the structural requirements pertaining to the restraint of the receptacles contents for flight and ground loading conditions, emergency landing load conditions, and the requirements pertaining to fire containment. The certification requirements are contained in Part 25 of the FAR.

Sources: ACOB 1-94-10

Interfaces: 1.1.1-aw; 1.3.5-aw; 1.3.7-aw; 2.1.2-aw; 2.1.2-op; 3.1.2-op; 3.1.3-op; 4.2.4-op

- Check that the certificate holder's manual system contains instructions to personnel to close and latch each overhead bin before all passenger doors are closed in preparation for taxi or pushback and before take-off and landing.

Sources: ACOB 1-94-10

Interfaces: 2.1.2-aw; 2.1.2-op; 3.1.2-op; 3.1.3-op; 4.2.4-op

- Check that the certificate holder's manual system contains procedures that if galley supplies or other cargo will be placed under a seat with a weight over 20 pounds, the container or restraint used must be FAA approved through a supplemental type certificate.

Sources: ACOB 1-94-11 (C)

Interfaces: 1.1.1-aw

- Check that the certificate holder's manual system has procedures specifying how food and beverage items brought on board by passengers are to be properly stowed.

Sources: ACOB 1-94-11, Paragraph 212

Interfaces: 2.1.2-aw; 2.1.2-op; 3.1.2-op; 4.2.4-op

- Check that the certificate holder's manual system has procedures to ensure that FAA approved tiedown straps or cargo nets are used to stow carry on baggage against a passenger class divider or bulkhead.

Sources: ACOB 1-94-10(e)

Interfaces: 1.1.1-aw; 1.3.7-aw; 2.1.2-aw; 2.1.2-op; 3.1.2-op; 3.1.3-op; 3.1.8-op; 4.2.6-op

- Check that if the certificate holder's carry-on baggage program allows the stowage of cargo in passenger seats, the manual system includes procedures on the types of cargo that may be restrained in the seat, and the location of the seats where it may be stowed.

Sources: ACOB 1-94-10(d)

Interfaces: 1.1.1-aw; 1.3.7-aw; 2.1.2-aw; 2.1.2-op; 3.1.2-op; 3.1.3-op; 3.1.8-op; 4.2.6-op

- Check that the certificate holder's manual system has instructions and information that carry on baggage may be stowed against a passenger class divider or bulkhead if both are stressed for inertia loads, and if it is restrained from shifting by FAA approved tie-down straps or cargo nets.

Sources: ACOB 1-94-10(e)

<p><i>Interfaces:</i> 1.1.1-aw; 1.3.7-aw; 2.1.2-aw; 2.1.2-op; 3.1.2-op; 3.1.3-op; 3.1.8-op; 4.2.6-op</p> <ul style="list-style-type: none"> • Check that certificate holder's manual system has instructions and information that when it utilizes or periodically utilizes company employees in the cabins of its aircraft for the purpose of conducting certain passenger service activities such as serving beverages, conducting customer relations, or selling tickets, they do not perform safety duties such as scanning, or verifying proper stowage of carry-on baggage. <p><i>Sources:</i> ACOB 1-94-05</p> <p><i>Interfaces:</i> 2.1.2-aw; 2.1.2-op; 3.1.2-op; 3.1.3-op; 4.2.4-op</p> <ul style="list-style-type: none"> • Check in the certificate holder's manual system that information is provided to personnel to not allow stowage of carry-on baggage or cargo in any manner which could hinder possible use of emergency equipment. <p><i>Sources:</i> ACOB 1-94-10</p> <p><i>Interfaces:</i> 2.1.2-aw; 2.1.2-op; 3.1.2-op; 3.1.3-op; 4.2.4-op</p> <ul style="list-style-type: none"> • Check that the certificate holder's manual system contains instructions for personnel to remove all carry-on baggage that cannot be stowed properly in the passenger cabin, prior to closing all passenger entry doors in preparation for taxi or pushback, and re-loading it as checked luggage in the cargo compartment. <p><i>Sources:</i> ACOB 1-94-10</p> <p><i>Interfaces:</i> 2.1.2-aw; 2.1.2-op; 3.1.2-op; 3.1.3-op; 4.2.4-op; 4.2.6-op</p>	
<p>1.28 Does the Certificate Holder's Carry-On Baggage Program comply with the guidance contained in FAA Order 8300.10?</p> <p><i>Related Design JTIs:</i></p> <ul style="list-style-type: none"> • Check that the certificate holder's manual system has procedures that when using average weights for computing weight and balance, to re-evaluate carry-on baggage weight at least once per year. <p><i>Sources:</i> 8300.10, Volume 2, Chapter 74, Section 1, Paragraph 9D(3)</p> <p><i>Interfaces:</i> 1.3.7-aw; 2.1.2-aw; 2.1.2-op; 3.1.2-op; 3.1.3-op; 3.1.8-op; 3.2.2-op; 4.2.4-op; 4.2.6-op</p> <ul style="list-style-type: none"> • Check that the certificate holder's manual references a separate carry-on baggage document developed by the operator that describes the program in A011 of its ops specs. <p><i>Sources:</i> 8400.10, Volume 3, Chapter 1, Section 3</p> <p><i>Interfaces:</i> 2.1.2-aw; 2.1.2-op; 3.1.2-op; 3.1.3-op; 3.1.8-op; 4.2.4-op; 4.2.6-op</p> <ul style="list-style-type: none"> • Check that the certificate holder's manual system has procedures to use calibrated scales to weigh passengers, aircraft, cargo and baggage. <p><i>Sources:</i> 8300.10, Volume 2, Chapter 74, Section 1, Paragraph 13C</p> <p><i>Interfaces:</i> 1.3.7-aw; 2.1.2-aw; 2.1.2-op; 3.1.2-op; 3.1.3-op; 3.1.8-op; 3.2.2-op; 4.2.4-op; 4.2.6-op</p> <ul style="list-style-type: none"> • Check that the certificate holder's manual system contains information and instructions to personnel that carry-on baggage must be limited to 	<p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No, Explain</p>

articles that may be placed in overhead bins or under seats. No article may be placed in an overhead compartment that causes the weight limit of the compartment to be exceeded.

Sources: 8300.10, Volume 2, Chapter 74, Section 1, Paragraph 9D(1)

Interfaces: 1.3.7–aw; 2.1.2–aw; 2.1.2–op; 3.1.2–op; 4.2.4–op; 4.2.6–op

- Check that the certificate holder's manual has instructions and information to personnel, specifying how carry-on baggage weight must either be accounted for in the same manner as checked baggage or added to the passenger weight.

Sources: 8300.10 Volume 2, Chapter 74, Section 1, Paragraph 9D(2)

Interfaces: 1.3.7–aw; 2.1.2–aw; 2.1.2–op; 3.1.2–op; 3.1.3–op; 3.1.8–op; 3.2.2–op; 4.2.4–op; 4.2.6–op

- Check that the certificate holder's manual system contains instructions and information for personnel to address non-standard weight groups. Average weights are not suitable for groups that tend to be heavier or lighter than the average. The operator/applicant must use actual weights for loading non-standard weight groups and their baggage (athletic squads, military personnel, and children's groups).

Sources: 8300.10, Volume 2, Chapter 74, Section 1, Paragraph 9B

Interfaces: 1.1.1–aw; 1.3.7–aw; 3.1.3–op; 4.2.6–op

- The certificate holder's manual system has procedures for crewmembers to check stowage of carry-on baggage prior to landing.

Sources: 8300.10, Volume 3, Chapter 5, Section 2, Paragraph 5H3(a)

Interfaces: 2.1.2–aw; 2.1.2–op; 3.1.2–op; 3.1.3–op; 4.2.4–op

- Check that the certificate holder's manual system contains instructions and information for personnel to calibrate scales used to weigh passengers, aircraft, cargo and baggage traceable to a National Standard. Calibration must be performed IAW the civil authority for weights and measures having jurisdiction over the area in which the scales are used.

Sources: 8300.10, Volume 2, Chapter 74, Section 1, Paragraph 13C

Interfaces: 1.3.7–aw; 2.1.2–aw; 2.1.2–op; 3.1.2–op; 3.1.3–op; 3.1.8–op; 3.2.2–op; 4.2.4–op; 4.2.6–op

- Check that the certificate holder's manual system contains instructions and information to accommodate ASI's luggage. If there is concern that the baggage will exceed operator limitations, it should be checked. ASI identification (FAA Form 110–A and 8430–13) is adequate documentation for the operator to check the baggage.

Sources: 8300.10, Volume 3, Chapter 4, Paragraph 5

Interfaces: 2.1.2–aw; 2.1.2–op; 3.1.2–op; 3.1.3–op; 4.2.4–op; 4.2.6–op

- Check that the certificate holder's manual system has instructions and information for a contractor to weigh items required to be weighed, however, the air carrier is responsible for ensuring the contractor complies with the operators approved weight and balance control program. This includes ensuring scales are calibrated and tested in accordance with the operator's policies and procedures manual.

Sources: 8300.10, Volume 2, Chapter 74, Section 1, Paragraph 15

Interfaces: 1.1.1–aw; 1.3.7–aw; 3.1.3–op; 4.2.6–op

<ul style="list-style-type: none"> • Check that the certificate holder's manual system contains instructions and information for personnel to handle Non-standard weights: Military Groups –In lieu of actual weights (preferred) the following average weights may be used for military groups unless the passengers or the baggage appreciably differ: Non combat equipped military personnel L: 195 pounds Combat equipped military personnel: 225 pounds <i>Sources:</i> 8300.10, Volume 2, Chapter 74, Section 1, Paragraph 9C(3) <i>Interfaces:</i> 1.1.1–aw; 1.3.6–aw; 3.1.3–op; 4.2.6–op • Check that the certificate holder's manual system contains instructions and information for personnel to conduct scale weighing of each passenger for determination of actual passenger weights prior to boarding non-standard weight groups on the aircraft, including handbags carried on board by the passenger; or Asking each passenger his/her weight and adding it to a predetermined constant to provide for handbags and clothing. This constant may be approved for an operator on the basis of studies performed by the operator that consider particular routes and seasonal variations. <i>Sources:</i> 8300.10, Volume 2, Chapter 74, Section 1, Paragraph 9C(2) <i>Interfaces:</i> 1.1.1–aw; 1.3.7–aw; 3.1.3–op; 4.2.6–op • Check that the certificate holder's manual system contains instructions for flight attendant/ground personnel to coordinate and supervise the boarding of passengers and proper stowing of carry-on baggage. <i>Sources:</i> 8300.10, Volume 3, Chapter 5, Section 2, Paragraph 5F(3) <i>Interfaces:</i> 2.1.2–aw; 2.1.2–op; 3.1.2–op; 4.2.4–op; 4.2.6–op 	
<p>1.29 Does the Certificate Holder's Carry-On Baggage Program comply with the guidance contained in FAA Order 8400.10?</p> <p><i>Related Design JTIs:</i></p> <ul style="list-style-type: none"> • Check that the certificate holder's manual system has specific procedures in the appropriate crewmember manuals and training programs that address the handling of carry-on baggage during an emergency and provide their flight attendants with clear direction and guidance. <i>Sources:</i> 8400.10, CHG t-0101 3-1084, Volume 3, paragraph 1984 <i>Interfaces:</i> 2.1.2–aw; 2.1.2–op; 3.1.2–op; 4.2.4–op • Check that the certificate holder's manual system, including the flight attendant manual, contains appropriate portions of the carry-on baggage program including: (1) Management during boarding of carry-on baggage, (2) Information that each piece of baggage must be properly stowed before the loading door is closed. This includes closing the overhead bin and cargo compartment doors, (3) Approved stowage areas for carry on baggage, (4) Crew Baggage stowage, (5) Stowage of canes, (6) Prohibition against stowage of trash or carry-ons in receptacles such as the lavatory or the cockpit, and (7) Prohibition against co-mingling articles with safety equipment. <i>Sources:</i> 8400.10, Volume 3, Chapter 15, Section 6, Paragraph 2227, figure 3.15.6.1 <i>Interfaces:</i> 2.1.2–aw; 2.1.2–op; 3.1.2–op; 4.2.4–op • Check that certificate holder's manual system contains instructions and information to address the handling of carry-on baggage during an 	<p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No, Explain</p>

<p>evacuation includes: Taking the bag and throwing it in area to mitigate the specific effect it may have on the evacuation. Throw it out of the aircraft forward or aft of the evacuation slide. Throw it back into the cabin on empty seats.</p> <p><i>Sources:</i> 8400.10, CHG t-0101 3-1084, Volume 3, paragraph 1984 <i>Interfaces:</i> 2.1.2-aw; 2.1.2-op; 3.1.2-op; 4.2.4-op</p> <ul style="list-style-type: none"> • Check that the certificate holder's manual system has instructions for crewmembers, that take into consideration the flight attendants location in the aircraft (floor level or overwing exit) as well as the hazards of piling up carry-on baggage in front of another exit or flight deck door, or throwing down the slide on top of passengers. Another consideration is the fact that a battle with a passenger over a piece of carry on baggage may be more detrimental to the rapid egress of the aircraft than allowing passengers to take it with them. <p><i>Sources:</i> 8400.10, CHG t-0101 3-1084, Volume 3, Paragraph 1984 <i>Interfaces:</i> 2.1.2-aw; 2.1.2-op; 3.1.2-op; 4.2.4-op</p>	
<p>1.30 Does the Certificate Holder's Carry-On Baggage Program comply with the guidance contained in FAA Notice 8300.112?</p> <p><i>Related Design JTIs:</i></p> <ul style="list-style-type: none"> • Check that the Certificate Holder's manual system limits carry-on baggage to one carry-on per passenger and considers that bag to weigh 20 pounds. <p><i>Sources:</i> N 8300.112 <i>Interfaces:</i> 2.1.2-op; 3.1.1-op; 3.1.2-op; 3.2.2-op; 4.2.3-op; 4.2.4-op; 4.2.6-op</p> <ul style="list-style-type: none"> • Check that the Certificate Holder's manual system states that carry-on baggage that is removed from the cabin and/or is checked planeside is considered to be "checked baggage" for the purpose of computing weight and balance only and such bags weigh 30 pounds for domestic and international flights. <p><i>Sources:</i> N 8300.112 <i>Interfaces:</i> 2.1.2-op; 3.1.1-op; 3.1.2-op; 3.1.3-op; 3.2.2-op; 4.2.3-op; 4.2.4-op; 4.2.5-op; 4.2.6-op</p> <ul style="list-style-type: none"> • If the operator uses an average weight program approved in Operations Specification paragraph E96, check that the Certificate Holder's manual system requires personnel to add 10 pounds to accommodate for the passenger's personal items. <p><i>Sources:</i> N 8300.112 <i>Interfaces:</i> 2.1.2-op; 3.1.1-op; 3.1.2-op; 3.1.3-op; 4.2.3-op; 4.2.4-op; 4.2.6-op</p> <ul style="list-style-type: none"> • Check that the Certificate Holder's manual system states that both domestic and international checked baggage average weights are considered to weigh 30 pounds per checked bag. <p><i>Sources:</i> N 8300.112 <i>Interfaces:</i> 2.1.2-op; 3.1.1-op; 3.1.2-op; 3.1.3-op; 3.2.2-op; 4.2.3-op; 4.2.4-op; 4.2.5-op; 4.2.6-op</p> <ul style="list-style-type: none"> • If the Certificate Holder has an approved weight and balance control program predicated on the average weights contained in AC 120-27C, check that the certificate holder's manual system states passenger 	<p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No, Explain</p> <p><input type="checkbox"/> Not Applicable</p>

<p>personal items may include, but are not limited to, any combination of the following: (1) Jackets and overcoats, (2) Laptops, personal cameras, and small electronic devices, (3) Diaper bags and infant supplies, (4) Briefcase or purse, (5) Reading material.</p> <p><i>Sources:</i> N 8300.112</p> <p><i>Interfaces:</i> 2.1.2–op; 3.1.1–op; 3.1.2–op; 3.1.3–op; 3.2.2–op; 4.2.3–op; 4.2.4–op; 4.2.5–op; 4.2.6–op</p> <ul style="list-style-type: none"> • If the operator is approved to use "asked" passenger weights, check that its manual system states personnel must increase the asked weights by ten (10) pounds to accommodate each passenger's personal items. <p><i>Sources:</i> N 8300.112</p> <p><i>Interfaces:</i> 2.1.2–op; 3.1.1–op; 3.1.2–op; 3.1.3–op; 3.2.2–op; 4.2.3–op; 4.2.4–op</p>	
<p>1.31 Does the Certificate Holder's Carry-On Baggage Program comply with the guidance contained in HBAT 01–01A?</p> <p><i>Related Design JTIs:</i></p> <ul style="list-style-type: none"> • Check that the certificate holder's manual system has included on its safety briefing card that carry-on baggage should not be taken during an emergency evacuation. <p><i>Sources:</i> HBAT 01–01A, NTSB, Paragraph 1984</p> <p><i>Interfaces:</i> 2.1.2–aw; 2.1.2–op; 3.1.2–op; 4.2.4–op</p> <ul style="list-style-type: none"> • Check that the certificate holder's manual system has a method of flight attendants commanding passengers to "leave everything" during an evacuation. <p><i>Sources:</i> HBAT 01–01A, NTST, Paragraph 1984B(1)</p> <p><i>Interfaces:</i> 2.1.2–aw; 2.1.2–op; 3.1.2–op; 4.2.4–op</p> <ul style="list-style-type: none"> • Check that the certificate holder's manual system has instructions and information that during an emergency evacuation, when a passenger disregards a flight attendants command to leave every thing on an aircraft and approaches an exit while carrying a piece of carry-on baggage, the flight attendant should be prepared to take specific actions. <p><i>Sources:</i> HBAT 01–01A, NTSB, Paragraph 1984, B(1)</p> <p><i>Interfaces:</i> 2.1.2–aw; 2.1.2–op; 3.1.2–op; 4.2.4–op</p>	<p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No, Explain</p>
<p>1.32 Does the Certificate Holder's Carry-On Baggage Program comply with the guidance contained in HBAT 98–26?</p> <p><i>Related Design JTIs:</i></p> <ul style="list-style-type: none"> • Check that the certificate holder's manual system has procedures that following a completion of OE, the F/A trainees should participate in a debriefing, including a discussion of the SAFETY duties they observed to include application of the carry-on baggage rule. <p><i>Sources:</i> HBAT 98–26, Paragraph E</p> <p><i>Interfaces:</i> 2.1.2–aw; 2.1.2–op; 3.1.2–op; 4.2.4–op</p> <ul style="list-style-type: none"> • Check that the certificate holder's manual system has instructions and information for personnel specifying how all the passenger entry doors of an airplane cannot be closed in preparation for taxi or pushback 	<p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No, Explain</p>

<p>unless at least one required crewmember has verified that each article of baggage is stowed. <i>Sources:</i> 121.135(a)(1); 121.589(b) <i>Interfaces:</i> 2.1.2-aw; 2.1.2-op; 3.1.2-op; 3.1.3-op; 4.2.4-op; 4.2.6-op</p>	
<p>1.33 Does the Certificate Holder's Carry-On Baggage Program comply with the guidance contained in HBAT 98-28?</p> <p><i>Related Design JTIs:</i></p> <ul style="list-style-type: none"> • Check that the certificate holder's manual system includes instructions to provide information to the public about the carry-on baggage program, including the types of articles that should not be carried onboard the aircraft. <i>Sources:</i> HBAT 98-28, Paragraph E <i>Interfaces:</i> 1.3.7-aw; 2.1.2-aw; 2.1.2-op; 3.1.2-op; 4.2.4-op; 4.2.6-op • Check that the certificate holder's manual system contains procedures for the stowage of unusual items such as musical instruments. <i>Sources:</i> HBAT 98-28, Paragraph 4(H) <i>Interfaces:</i> 2.1.2-aw; 2.1.2-op; 3.1.2-op; 3.1.3-op; 4.2.4-op; 4.2.6-op 	<p><input type="checkbox"/> Yes <input type="checkbox"/> No, Explain</p>
<p>1.34 Does the Certificate Holder's Carry-On Baggage Program comply with the guidance contained in FAA Preamble 121-84?</p> <p><i>Related Design JTIs:</i></p> <ul style="list-style-type: none"> • Check that the certificate holder's manual system provides information on the carriage of cargo include carry-on baggage. <i>Sources:</i> Preamble 121-84 <i>Interfaces:</i> 2.1.2-aw; 2.1.2-op; 3.1.2-op; 3.1.3-op; 3.1.8-op; 4.2.4-op 	<p><input type="checkbox"/> Yes <input type="checkbox"/> No, Explain</p>
<p>1.35 If alternate procedures exist for use during irregular conditions, do the alternate procedures provide an equivalent level of safety to achieve the same results as the primary procedures?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable</p>

SAI SECTION 1 – PROCEDURES ATTRIBUTE –Drop Down Menu	
1. No procedures, policy, instructions or information specified.	
2. Procedures or instructions and information do not identify (who, what, when, where, how).	
3. Procedures, policy or instructions and information do not comply with CFR.	
4. Procedures, policy or instructions and information do not comply with FAA policy and guidance.	
5. Procedures, policy or instructions and information do not comply with other documentation (e.g., manufacturer's data, Jeppesen's Charts, etc.).	
6. Procedures, policy or instructions and information unclear or incomplete.	
7. Documentation quality (e.g., unreadable or illegible).	
8. Procedures, policy or instructions and information inconsistent across Certificate Holder manuals (FOM – Flight Operations Manual to GMM – General Maintenance Manual, etc.).	
9. Procedures, policy or instructions and information inconsistent across media (e.g., paper, microfiche, electronic).	
10. Resource requirements incomplete (personnel, facilities, equipment, technical data).	
11. Other.	

SAI SECTION 2 – CONTROLS ATTRIBUTE

Objective: Controls are checks and restraints designed into a process to ensure a desired result. The questions in this section of the data collection tool are designed to assist the inspector in determining if checks and restraints are designed into the process to ensure the desired result is achieved. Controls should be written into the manual system to ensure that the most important manual policies, procedures or instructions and information will be complied with.

Controls may be in the form of "administrative controls" which are secondary or supplemental written procedures. Like written procedures, administrative controls also need to provide answers to the associated who, what, when, where and how type questions. Controls may also be in the form of "engineered controls" such as automated features or mechanical actions or devices (i.e., safety devices, warning devices, etc.).

Tasks

To meet this objective, the inspector must accomplish the following tasks:

- 1 Review the control questions below.
- 2 Review the Certificate Holder's policies, procedures, instructions and information to gain an understanding of the controls that it has documented.

Questions

To meet this objective, the inspector must answer the following questions:

2. Are the following controls built into the Carry-On Baggage Program:
 - 2.1 Is there a control in place to ensure that all carry-on baggage is scanned for size and amount in accordance with the approved Carry-On Baggage Program in the Certificate Holder's operations specifications?

☐ Yes
☐ No, Explain
 - 2.2 Is there a control in place to ensure that prior to closure of the boarding door, at least one required crewmember verifies that each article of carry-on is stowed in accordance with the Certificate Holder's approved program?

☐ Yes
☐ No, Explain
 - 2.3 Is there a control in place to ensure that all carry-on baggage and cargo in the aircraft cabin is properly secured during movement on the surface, take-off and landing?

☐ Yes
☐ No, Explain
 - 2.4 Is there a control in place to ensure that all carry-on baggage and cargo is stowed and restrained in such a way that it does not restrict access to emergency equipment?

☐ Yes
☐ No, Explain
 - 2.5 Is there a control in place to ensure that all cabin compartment placard restrictions are met? (eg., weight, "soft articles only")

☐ Yes
☐ No, Explain
 - 2.6 Is there a control in place to ensure that any carry-on baggage that is removed from the cabin and placed in a cargo compartment is properly counted for correct determination of aircraft weight and balance?

☐ Yes
☐ No, Explain
 - 2.7 Is there a control in place to ensure that any cargo carried in the passenger cabin is properly restrained or packaged in accordance with the Certificate Holder's approved program?

☐ Yes
☐ No, Explain
 - 2.8 Is there a control in place to ensure carry-on baggage or cargo is stowed in such a way that it does not block exits or aisles?

☐ Yes
☐ No, Explain
 - 2.9 Is there a control in place to ensure load limitations are met for seat and floor structures with regards to stowage of carry-on baggage and cargo?

☐ Yes

	<input type="checkbox"/> No, Explain
2.10 Is there a control in place to ensure all carry-on baggage and cargo is stowed and restrained in such a way that it does not block the view of the "seatbelt" sign, "no smoking" sign or placard or required exit signs?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
2.11 Is there a control in place to ensure the Certificate Holder follows its approved Carry-On Baggage Program as listed in its operations specifications (paragraph A011)?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
2.12 Does the Certificate Holder have a documented method for assessing the impact of any changes made to the controls in the Carry-On Baggage Program?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain

<i>SAI SECTION 2 – CONTROLS ATTRIBUTE –Drop Down Menu</i>
1. No controls specified.
2. Documentation for the controls do not identify (who, what, when, where, how).
3. Controls incomplete.
4. Controls could be circumvented.
5. Controls could be unenforceable.
6. Resource requirements incomplete (personnel, facilities, equipment, technical data).
7. Other.

SAI SECTION 3 – PROCESS MEASUREMENT ATTRIBUTE

Objective: Process measurements are used by the Certificate Holder to measure and assess its processes to identify and correct problems or potential problems and to make improvements to the processes. The questions in this section of the data collection tool are designed to assist the inspector in determining if the Certificate Holder measures or assesses information to identify, analyze and document potential problems with the process. Process measurements are basically a Certificate Holder's internal evaluation or auditing of the most important policies, procedures or instructions and information associated with an element.

To prevent the duplication of work that would otherwise occur, Process Measurements are most commonly addressed through a combination of auditing features contained in both the Certificate Holder's Safety Program/Internal Evaluation Program (for Operations and Cabin Safety related issues) and the auditing function of the Continuous Analysis & Surveillance System (for Airworthiness or Maintenance/Inspection related issues). The Director of Safety and the Quality Assurance Department often work in conjunction to accomplish this function for the Certificate Holder. This approach simply requires amendment of the Safety Program/Internal Evaluation Program audit forms or checklists and the Continuous Analysis & Surveillance System audit forms or checklists to include the specific process measurements for each element.

Tasks

To meet this objective, the inspector must accomplish the following tasks:

- 1 Review the process measurement questions below.
- 2 Review the Certificate Holder's policies, procedures, instructions and information to gain an understanding of the process measurements that it has documented.

Questions

To meet this objective, the inspector must answer the following questions:

3. Does the Certificate Holder's Carry-On Baggage Program include the following process measurements:

3.1 Process measurements that would reveal when all carry-on baggage was not scanned for size and amount in accordance with the approved Carry-On Baggage Program in the Certificate Holder's operations specifications?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
3.2 Process measurements that would reveal if prior to closure of the boarding door, at least one required crewmember did not verify that each article of carry-on was stowed in accordance with the Certificate Holder's approved program?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
3.3 Process measurements that would reveal if all carry-on baggage and cargo in the aircraft cabin was not properly secured during movement on the surface, take-off and landing?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
3.4 Process measurements that would reveal if all carry-on baggage and cargo was not stowed and restrained in such a way that it did not restrict access to emergency equipment?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
3.5 Process measurements that would reveal when cabin compartment placard restrictions were not met? (eg., weight, "soft articles only")	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
3.6 Process measurements that would reveal when any carry-on baggage that was removed from the cabin and placed in a cargo compartment was	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain

not properly counted for correct determination of aircraft weight and balance?	
3.7 Process measurements that would reveal when any cargo carried in the passenger cabin was not properly restrained or packaged in accordance with the Certificate Holder's approved program?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
3.8 Process measurements that would reveal when carry-on baggage or cargo was stowed in such a way that it blocked exits or aisles?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
3.9 Process measurements that would reveal when load limitations were not met for seat and floor structure with regards to stowage of carry-on baggage and cargo?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
3.10 Process measurements that would reveal when all carry-on baggage and cargo was stowed and restrained in such a way that it blocked the view of the "seatbelt" sign, "no smoking" sign or placard or required exit signs?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
3.11 Process measurements that would reveal when the Certificate Holder did not follow its approved Carry-On Baggage Program as listed in its operations specifications (paragraph A011)?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
3.12 Does the Certificate Holder document its process measurement methods and results?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
3.13 Does the organization that conducts the process measurements have direct access to the person with responsibility for the Carry-On Baggage Program?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain

SAI SECTION 3 – PROCESS MEASUREMENT ATTRIBUTE –Drop Down Menu	
1. No process measurements specified.	
2. Documentation for the process measurements does not identify (who, what, when, where, how).	
3. Inability to identify negative findings.	
4. No provisions for implementing corrective actions.	
5. Ineffective follow-up to determine effectiveness of corrective actions.	
6. Resources requirements (personnel, facilities, equipment, technical data).	
7. Other.	

SAI SECTION 4 – INTERFACES ATTRIBUTE

Objective: Interfaces are used by the Certificate Holder to identify and manage the interactions between processes. The questions in this section of the data collection tool are designed to assist the inspector in determining whether or not interactions between the procedures, policies or instructions and information associated with other independent processes within the Certificate Holder's organization are documented. Written procedures, policies or instructions and information that are interrelated and located in different manuals within the Certificate Holder's manual system need to be consistent and complement each other. For the interfaces to be effectively managed, it is not only important to identify what the interfaces are, but it is imperative to document the specific location of the interfaces within the Certificate Holder's manual system.

Tasks

To meet this objective, the inspector must accomplish the following tasks:

- 1 Review the interfaces associated with the Carry-On Baggage Program that have been identified along with the individual questions in the Procedures Section (1) of this data collection tool.
- 2 Review the Certificate Holder's policies, procedures, instructions and information to gain an understanding of the interfaces that it has documented.

Questions

To meet this objective, the inspector must answer the following questions:

NOTE: ALL EXPLANATIONS IN THE DROP DOWN MENU FOR "NO" ANSWERS MUST INCLUDE THE INDIVIDUAL QUESTION NUMBER FROM THE PROCEDURES SECTION (1) OF THIS DATA COLLECTION TOOL AND THE ELEMENT NUMBER(S) OF THE INTERFACE(S) THAT WERE NOT ADDRESSED.

4. Does the Certificate Holder's manual:

- | | |
|---|--|
| 4.1 Properly address the interfaces that are identified along with the individual questions in the Procedures Section (1)? | <input type="checkbox"/> Yes
<input type="checkbox"/> No, Explain |
| 4.2 Document a method for assessing the impact of any changes to the associated interfaces within the Carry-On Baggage Program? | <input type="checkbox"/> Yes
<input type="checkbox"/> No, Explain |
| 4.3 List additional interfaces identified during the accomplishment of this SAI. | |

<i>SAI SECTION 4 – INTERFACES ATTRIBUTE –Drop Down Menu</i>
1. No interfaces specified.
2. The following interfaces not identified within the Certificate Holder's manual system:
3. Interfaces listed are inaccurate.
4. Specific location of interfaces not identified within the manual system.
5. Other

SAI SECTION 5 – MANAGEMENT RESPONSIBILITY & AUTHORITY ATTRIBUTE

Objective: The questions in this section of the data collection tool address the responsibility and authority of the process. They are designed to assist the inspector in determining if there is a clearly identifiable, qualified and knowledgeable person who is responsible for the process, is answerable for the quality of the process and has the authority to establish and modify the process. (The person with the authority may or may not be the person with the responsibility.)

Tasks

To meet this objective, the inspector must accomplish the following tasks:

- 1 Identify the person who has overall responsibility for the Carry-On Baggage Program.
- 2 Identify the person who has overall authority for the Carry-On Baggage Program.
- 3 Review the duties and responsibilities of the person(s), documented in the Certificate Holder's manual.
- 4 Review the appropriate organizational chart.

Questions

To meet this objective, the inspector must answer the following questions:

5. Are the following aspects of the Management Responsibility and Authority Attributes addressed in the Carry-On Baggage Program:

5.1 Does the Certificate Holder's manual clearly identify who is responsible for the quality of the Carry-On Baggage Program?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain Name/Title: <input style="width: 100%;" type="text"/>
5.2 Does the Certificate Holder's manual clearly identify who has authority to establish and modify the policies, procedures, instructions and information for the Carry-On Baggage Program?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain Name/Title: <input style="width: 100%;" type="text"/>
5.3 Does the Certificate Holder's manual include the duties and responsibilities of those who manage the work required by the Carry-On Baggage Program? SRRs: 121.135(b)(2)	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
5.4 Does the Certificate Holder's manual include instructions and information for those who manage the work required by the Carry-On Baggage Program? SRRs: 121.135(a)(1)	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
5.5 Does the Certificate Holder's manual clearly and completely document the authority for this position?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
5.6 Does the Certificate Holder's manual clearly and completely document their qualification standards for the person having responsibility for the Carry-On Baggage Program?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
5.7 Does the Certificate Holder's manual clearly and completely document their qualification standards for the person having authority to establish and modify the Certificate Holder's policies, procedures, instructions and information for the Carry-On Baggage Program?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain

5.8 Does the Certificate Holder's manual clearly and completely document the procedures for delegation of authority for the Carry-On Baggage Program?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
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<i>SAI SECTION 5 – MANAGEMENT RESPONSIBILITY & AUTHORITY ATTRIBUTE –Drop Down Menu</i>
1. Not documented.
2. Documentation unclear.
3. Documentation incomplete.
4. Other.